

School Business – March 27, 2020

COVID-19 Supplemental Funds

As announced on March 24th, Governor Cooper designated \$50m for public schools to provide funding to cover additional costs incurred due to COVID-19 school building closure. At today's meeting the State Board of Education approved the allotment policy related to these funds, including the distribution formula. A FAQ and related documents are posted on the [FBS website](#).

SBE approved State of Emergency Leave Policy

At today's meeting the State Board of Education approved a State of Emergency Sick Leave policy for public school employees. This leave is separate from and in addition to the FFCRA leave. We are in the process of designating absence codes to account for this leave.

A webinar to answer questions has been set up for HR directors and finance officers for Tuesday March 31, 2020 at 10:30am. We ask that you send questions to the central portal sent out by PANC and NCASBO. This allows the time to be utilized more efficiently and provides a basis for FAQ and guidance documents.

Family First Coronavirus Response Act ([FFCRA](#)) LEAVE CODES

School Business has set up 3 absence codes to account for leave authorized under the federal FFCRA passed into law on March 18, 2020.

A. Emergency Sick Leave – up to 80 hours

CODE 34 at employee's regular rate of pay

1. The employee is subject to a federal, state or local quarantine or isolation order related to COVID-19;
2. The employee has been advised by their healthcare provider to self-quarantine because they are infected with or have been exposed to COVID-19 or because they are at high risk of complications from COVID-19;
3. The employee is showing symptoms of COVID-19 and is seeking but has not yet received a medical diagnosis;

CODE 21 at two-thirds employee's regular rate of pay

4. The employee is caring for someone subject to a federal, state or local quarantine or isolation order related to COVID-19 or who has been advised by their healthcare provider to self-quarantine for COVID-19 related reasons;

5. The employee is caring for his or her son or daughter because the child's school or childcare facility has been closed or the childcare provider is no longer available because of a COVID-19 related reason.

B. Expansion of FMLA Reasons

CODE 31 – at two-thirds *employee's regular rate of pay*

An employee who is unable to work due to a bona fide need for leave to care for a child whose school or childcare provider is closed or unavailable for reasons related to COVID-19. (10 day waiting period applies)

Twice a day BUD/Adjustments processing for FY 2020 - LEAs only

DPI is preparing to begin processing BUD/Adjustment batches twice a day starting Monday, April 6th. This will allow LEAs an opportunity to submit corrections to denied batches on the same day that they are denied. LEAs will also receive their communication form of all approved batches at the end of each day. DPI will provide detailed guidelines in next week's newsletter.

ABC Transfer Revision

The ABC transfer system will have a cutoff date for the next revision of **March 30th, 2020** at 5:00pm. Please get all transfers to be processed before the end of March submitted by the cutoff date.

If you have any questions, please contact Melissa Dearman at Melissa.dearman@dpi.nc.gov.



Public Schools of North Carolina
State Board of Education
Department of Public Instruction